



August 14, 2018

Mr. George Babineaux II
Assistant Chief Building Inspector
City of Lewisville
151 West Church Street
Lewisville, Texas 75057

PROJECT NAME: MARY KAY INC. - R3 PROJECT

**SUBJECT: VARIANCE REQUEST TO CITY OF LEWISVILLE'S CODE OF ORDINANCES
SEC. 11-14 – PROHIBITED SIGNS**

Dear Mr. Babineaux,

On behalf of Mary Kay Inc., we respectfully request the City of Lewisville's consideration of a variance to the Signage Ordinance referenced above to allow Mary Kay Inc. to install the following lighted signage as shown on the attached architectural drawings directly to the face of the two retaining walls at the main entrance to the project on Vista Ridge Mall Drive:

- Sign #1: West Retaining Wall – Mary Kay logo
- Sign #2: East Retaining Wall – Richard R. Rogers Manufacturing / R&D Center

We understand that Sec. 11-14 does not allow signage to be placed on retaining walls but we believe that our situation is unique and deserves special consideration for a variance.

- Due to the distance from the street and the height of the retaining walls, the building signage will be difficult to see from Vista Ridge Mall Drive. We believe that it is necessary to clearly identify the building in order to avoid any confusion by arriving guests, vendors, emergency personnel, etc.
- Although this is not a building-mounted sign, it is important to note that the signage that has been permitted is substantially under the allowable area. If the area of these two signs is included in that calculation, we are still under the allowable area.

Thank you for your consideration of this variance request.

Sincerely,

George W. Cooley, AIA
President